ACADEMIC MASTER PLAN (AMP)

TEACHING EXCELLENCE WORKING GROUP
CHARGE AND DELIVERABLES

As part of the Academic Master Plan (AMP) effort, the Teaching Excellence Working Group will address one of the three key themes that will organize the plan: what teaching excellence will look like in five years. The working group will discuss and articulate a vision that promotes and supports a culture of innovative pedagogy and supports the achievement of curricular outcomes.

Charge

The Teaching Excellence Working Group is charged with:
- Researching the higher education landscape, and specifically that of community colleges at large and in CUNY, relative to teaching practices and pedagogical innovation that support curricular rigor and respond to the needs of today's students
- Hosting various forums as needed to brainstorm ideas and to elicit feedback from the campus community
- Developing a draft vision statement specific to teaching excellence—a statement that reaffirms current strengths and envisions teaching in five years
- Developing goals, outcomes, and strategic objectives that will help the college to fulfill the vision
- Providing drafts of documents, to be submitted to the AMP steering committee as requested
- Through the working group chair, reporting to the Academic Master Plan (AMP) Steering Committee on the development of its portion of the AMP
- Producing a final draft of the teaching excellence portion of the AMP by early April 2020

Operation of committee

The Teaching Excellence Working Group is expected to meet regularly (twice monthly) from December to the final draft deadline to ensure progress toward planning completion. Meetings are called by the working group chair. Questions or concerns about the progress of the work, or information needed to proceed, should be addressed to the chair of the AMP steering committee. Data requests, if needed, should also be addressed to the chair. The steering committee will provide some basic resources (background materials, websites etc.) before the working group begins its work.

Basic guiding principles of good planning

- Good planning should identify why, what, how, by whom, by when, with what resources, and with what quality.
- Professional development dedicated to fostering skills in planning is essential, including professional development targeted at key leaders.

Working draft of vision statement

Queensborough Community College remains committed to the core values of the student experience, professional development, and a supportive learning environment. Over the next five years, building on these core values, the college will undergo a comprehensive review of the curriculum to ensure that it is

high quality and engaging, prepares students for higher degree and careers, and responds intentionally to the needs of students and improves academic success. To this end, the college will support enhanced professional development that promotes instructional excellence at the community college; develops global, technology, and information literacies; and systematically takes into account the student perspective in the educational experience. To support this effort, the college will expand the level of communication and coordination across departments and divisions, developing a culture of collaboration that transforms college practice and improves the effectiveness and efficiency of comprehensive student support.

Teaching Excellence Working Group – some questions to consider

What ways of teaching and with what curricular intentionality are we ensuring instructional excellence? What pedagogical practices are engaging today's students and preparing them for today's global workforce? Key will be the review of current HIP practice. Is this a practice of excellence? What is the vision for HIPs in five years? This plan should outline how to get there. [Note: tackling this question will require a review of enrollment in HIPs.]

Overall AMP timeline

September
- Vision statement draft (based on retreat notes) developed to set tone of year-long effort
- CAPC convened to review AMP process and timeline; request for CAPC input
- Faculty survey distributed to determine priority themes for the AMP

October
- CAPC convened to review input and survey results; key themes established; charges to AMP steering committee developed
- AMP steering committee formed

November
- Working group (WG) charges developed; guidelines and timeline for AMP process finalized
- WGs formed each assigned one theme
- Working group orientations

December to February
- WGs review college data and reports as appropriate to theme
- WGs research CUNY and other college curricula, practices etc. relative to themes
- WG chairs share developments with AMP steering committee
- AMP steering committee shares developments with CAPC
- Each WG drafts section of AMP; drafts submitted to AMP steering committee and CAPC for input

March
- WGs host open forums for review and comment on draft documents
- WG chairs present working documents to AMP steering committee
- AMP steering committee provides comment and suggestions
- WGs modify draft documents in response to suggestions from AMP steering committee

April to May
- WGs submit revised draft documents to AMP steering committee, which forwards to CAPC; CAPC reviews WG drafts and provides comment and suggestions
- WGs submit final draft documents to AMP steering committee
- AMP steering committee subgroup compiles preliminary draft of full AMP document
- AMP steering committee meets to discuss and revise full AMP document
- AMP steering committee submits full AMP draft document to cabinet for review and comment
- Draft AMP document revised as appropriate
- CAPC chair presents to committee summary of work completed and AMP draft for comment
- AMP steering committee submits final draft AMP to Senate for summer review and comment
- Document distributed to campus for review and comment, to be submitted to AMP steering committee

September
- Open forums to discuss AMP draft
- AMP steering committee completes final version based on input from campus and open forums

October
- CAPC reviews final AMP document
- AMP steering committee submits final AMP document to Senate for approval